

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Regular Meeting on Wednesday, October 20, 2010, was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark**
 Chris Colbert
 William Gilbert
 Patricia Griffin
 Kirk A. Martin
 Bruce Miller
 Scott Tracy

Staff: **Karen Ramsdell**, Airport Director
 Hazel Johns, Assistant Airport Director
 Rebecca Fibley, Sr. Property Management Specialist
 Mabel Shatavsky, Airport Commission Secretary

Absent: **Tracy Lincoln**, Airport Operations Manager

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That the Lease Review Sub Committee meeting scheduled for Thursday, September 2 was cancelled.
3. That the regular Airport Commission meeting scheduled for Wednesday, September 15 was cancelled.
4. That the Lease Review Sub Committee met on Monday, September 27.
5. That the Budget Sub Committee met on Monday, September 27.
6. That on Thursday, October 14, 2010 at 5:15 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented.

CONSENT CALENDAR

7. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, August 18, 2010.

8. SUBJECT: LEASE AGREEMENT – A.G.S. WALL SYSTEMS, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with A.G.S. Wall Systems, Inc., a California Corporation, for 3,894 square feet of fenced land, at 90 Lopez Road, at the Santa Barbara Airport, effective October 1, 2010, for a monthly rental of \$584.

Approved the recommendation; Agreement No. 201066

9. SUBJECT: LEASE AGREEMENT – HG DATA COMPANY, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with HG Data Company, Inc., a California Corporation, for 1,172 square feet of office space in Building 351 and 720 square feet in Building 352, at 1409 and 1411 Norman Firestone Road, respectively, at the Santa Barbara Airport, effective October 1, 2010, for a monthly rental of \$2,706, exclusive of utilities.

Approved the recommendation; Agreement No. 201067

10. SUBJECT: CONSENT TO SUBLEASE BETWEEN JM ROOFING COMPANY, INC. AND MIKE MCRAE, DBA MAC'S SOLAR

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a Consent to Sublease Agreement between JM Roofing Company, Inc., a California Corporation, dba Action Roofing and Mike McRae, a Sole Proprietor, dba Mac's Solar, for storage of equipment at 6180 Robert Kiester Place, at the Santa Barbara Airport, effective September 1, 2010.

Approved the recommendation; Agreement No. 201068

11. SUBJECT: LEASE AGREEMENT – AIRPORT CONNECTION, INC, DBA ROADRUNNER SHUTTLE & LIMOUSINE SERVICE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Airport Connection, Inc, a California Corporation, dba Roadrunner Shuttle & Limousine Service, for 120 square feet of office space in Building 258, at 629 Norman Firestone Road, at the Santa Barbara Airport, effective November 1, 2010, for a monthly rental of \$149, exclusive of utilities.

Approved the recommendation; Agreement No. 201069

12. SUBJECT: AUGUST AND SEPTEMBER 2010 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Colbert/Clark. Unanimous voice vote.

LIAISON REPORTS

ACTION: Presented.

ADMINISTRATIVE REPORTS

13. SUBJECT: AIR SERVICE DEVELOPMENT

RECOMMENDATION: That Commission receive a presentation on air service development at the Airport – Karen Ramsdell, Airport Director.

ACTION: Presented.

14. SUBJECT: CAPITAL IMPROVEMENT PROGRAM FISCAL YEARS 2012-2017

RECOMMENDATION: That Airport Commission receive the proposed Fiscal Years 2012-2017 Airport Department Capital Improvement Program and forward recommendations to City Council – Hazel Johns, Assistant Airport Director.

ACTION: Motion/Second to recommend that City Council approve the proposed Fiscal Years 2012-2017 Airport Department Capital Improvement Program by Commissioners Colbert/Martin. Unanimous voice vote.

15. SUBJECT: PROPOSED AIRLINE RATES AND CHARGES

RECOMMENDATION: That Commission recommend that City Council approve the proposed airline rates and charges for October 1, 2010 – June 30, 2011 of \$80 per square foot per year for the airline terminal building, and landing fees of \$2.50 per thousand pounds of gross landed weight - Hazel Johns, Assistant Airport Director.

ACTION: Motion/Second to recommend that City Council approve the proposed airline rates and charges for October 1, 2010 – June 30, 2011, by Commissioners Griffin/Clark. Unanimous voice vote.

16. SUBJECT: 2010 FISCAL YEAR-END FINANCIAL REVIEW

RECOMMENDATION: That Airport Commission receive a report on the Airport Department's Fiscal Year 2010 Year-End Financial Review - Hazel Johns, Assistant Airport Director.

ACTION: Presented.

DIRECTOR'S REPORT

17. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Airport Noise Abatement Program
 4. Airline Terminal Public Arts Program
 5. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project
 2. Airfield Safety Projects Wetland Mitigation Plan
 3. Goleta Slough Tidal Circulation Demonstration Project
 4. Consolidated Rental Car Quick Turn Around Facility
- D. Council Actions

ACTION: Presented.

ADJOURNMENT

8:40 p.m., on order of Chair Miller.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Recording Secretary